

Resolution No.:	<u>18-668</u>
Introduced:	<u>October 18, 2016</u>
Adopted:	<u>November 15, 2016</u>

**COUNTY COUNCIL  
FOR MONTGOMERY COUNTY, MARYLAND**

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Lead Sponsor: Council President at the request of the County Executive

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**SUBJECT:** Amendment to the FY17-22 Capital Improvements Program and Supplemental Appropriation #5-S17-CMCG-4 to the FY17 Capital Budget Montgomery County Government Department of Public Libraries Library Refurbishment Level of Effort (No. P711502), \$2,348,000

**Background**

1. Section 307 of the Montgomery County Charter provides that any supplemental appropriation shall be recommended by the County Executive who shall specify the source of funds to finance it. The Council shall hold a public hearing on each proposed supplemental appropriation after at least one week's notice. A supplemental appropriation that would comply with, avail the County of, or put into effect a grant or a Federal, State or County law or regulation, or one that is approved after January 1 of any fiscal year, requires an affirmative vote of five Councilmembers. A supplemental appropriation for any other purpose that is approved before January 1 of any fiscal year requires an affirmative vote of six Councilmembers. The Council may, in a single action, approve more than one supplemental appropriation. The Executive may disapprove or reduce a supplemental appropriation, and the Council may reapprove the appropriation, as if it were an item in the annual budget.
2. Section 302 of the Montgomery County Charter provides that the Council may amend an approved capital improvements program at any time by an affirmative vote of no fewer than six members of the Council.
3. The County Executive recommends the following capital project appropriation increases:

Project	Project	Cost		Source
<u>Name</u>	<u>Number</u>	<u>Element</u>	<u>Amount</u>	<u>of Funds</u>
Library Refurbishment	P711502	Construction	\$848,000	GO Bonds
Level of Effort		Construction	<u>\$1,500,000</u>	State Aid
TOTAL			\$2,348,000	

4. This increase is needed to align the funding by year based on the scope of work to be completed in that year, and to incorporate the award of State Aid into the project. The recommended amendment is consistent with the criteria for amending the CIP because the project leverages significant non-County sources of funds. A review of the cost and scope of work for the FY17 projects revealed that the budget needed to complete those projects is higher than the anticipated budget. The projects to be completed in FY17 are older facilities requiring more programmatic upgrades and 21<sup>st</sup> Century technology improvements than those projects to be completed in FY18-FY22.
5. The County Executive recommends an amendment to the FY17-22 Capital Improvements Program and a supplemental appropriation in the amount of \$2,348,000 for Library Refurbishment Level of Effort (No. P711502), and specifies that the source of funds will be \$848,000 in GO Bonds and \$1,500,000 in State Aid.
6. Notice of public hearing was given and a public hearing was held.

### Action

The County Council for Montgomery County, Maryland, approves the following action:

The FY17-22 Capital Improvements Program of the Montgomery County Government is amended as reflected on the attached project description form and a supplemental appropriation is approved as follows:

<u>Project Name</u>	<u>Project Number</u>	<u>Cost Element</u>	<u>Amount</u>	<u>Source of Funds</u>
Library Refurbishment	P711502	Construction	\$848,000	GO Bonds
Level of Effort		Construction	<u>\$1,500,000</u>	State Aid
TOTAL			\$2,348,000	

This is a correct copy of Council action.



Linda M. Lauer, Clerk of the Council

## Library Refurbishment Level of Effort (P711502)

Category Culture and Recreation  
 Sub Category Libraries  
 Administering Agency General Services (AAGE29)  
 Planning Area Countywide

Date Last Modified 11/17/14  
 Required Adequate Public Facility No  
 Relocation Impact None  
 Status Ongoing

	Total	Thru FY15	Est FY16	Total 8 Years	FY 17	FY 18	FY 19	FY 20	FY 21	FY 22	Beyond 6 Yrs
<b>EXPENDITURE SCHEDULE (\$000s)</b>											
Planning, Design and Supervision	2,948	97	602	2,249	387	353	353	392	392	392	0
Land	0	0	0	0	0	0	0	0	0	0	0
Site Improvements and Utilities	0	0	0	0	0	0	0	0	0	0	0
Construction	<del>14,861</del> 13,651	8	2,502	<del>13,705</del> 13,542	1,722	1,722	1,722	1,908	1,908	<del>1,549</del> 1,908	0
Other	1,678	0	848	830	120	130	130	150	150	150	0
<b>Total</b>	<b>19,487</b>	<b>105</b>	<b>3,952</b>	<b>4,079</b>	<b>2,205</b>	<b>2,205</b>	<b>2,450</b>	<b>2,450</b>	<b>2,450</b>	<b>2,051</b>	<b>0</b>
<b>FUNDING SCHEDULE (\$000s)</b>											
G.O. Bonds	16,800	78	2,794	13,930	1,529	2,205	2,205	2,450	2,450	<del>2,091</del> 2,450	0
State Aid	<del>2,687</del> 1,687	29	1,158	<del>1,500</del> 1,500	0	0	0	0	0	<del>2,051</del> 0	0
<b>Total</b>	<b>19,487</b>	<b>105</b>	<b>3,952</b>	<b>4,079</b>	<b>2,205</b>	<b>2,205</b>	<b>2,450</b>	<b>2,450</b>	<b>2,450</b>	<b>2,051</b>	<b>0</b>

## APPROPRIATION AND EXPENDITURE DATA (000s)

Appropriation Request	FY 17	2,170
Appropriation Request Est.	FY 18	<del>1,316</del> 2,285
Supplemental Appropriation Request	FY17	<del>2,348</del> 0
Transfer		0
Cumulative Appropriation		4,057
Expenditure / Encumbrances		1,056
Unencumbered Balance		3,002

Date First Appropriation	FY 15
First Cost Estimate	
Current Scope	FY 17
Last FY's Cost Estimate	12,287

## Description

This level of effort project is intended to provide a structured process to ensure that all branches are modernized with updated technologies and service delivery improvements, which reflect the latest in 21st century library trends. Once a library building has been refreshed, it could offer a multipurpose room for group collaborations or a media lab for printing 3D objects or Prekindergarten early literacy elements to encourage reading readiness in children entering Kindergarten. Coupled with funding from the 21st Century Library Enhancements Level of Effort project, residents may have access to data/electric enabled furniture or state of the art technology to meet their needs where they are (for example, internal use loanable laptops for writing a resume or access to job source websites). Carpeting, painting, updating restrooms, and work identified for major building systems (including the roof, mechanical/HVAC, and windows) will be included to "freshen up" the building and ensure working and efficient operating systems. As noted, work identified, but not contained with this project, may be completed within other facility and Library level of effort projects, including the energy savings contract (ESCO) program and 21st Century Library Enhancements project work.

## Estimated Schedule

This project started in FY15-16 with two refurbishment projects at the Twinbrook and Kensington Park Libraries. Starting with FY16, the schedule increased to three per year with the understanding that all 21 branches would be evaluated and refurbished, and then the CIP cycle for refresh work would start over again. The Library department identifies the libraries to be refreshed approximately 18 months before planning and design work begins on them, so that applications for grant funding to the State can be submitted and the necessary budget estimates and notification documents can be prepared. Notice identifying the specific library projects for a given fiscal year must be provided to Council at least 60 days before any design or construction funding is obligated or spent. This notice to Council must include the anticipated scope of work, cost estimates, and an expenditure schedule detailing Planning, Design and Supervision, Construction, and Other costs by fiscal year.

## Cost Change

The cost change is due to the addition of FY21 and FY22 expenditures. State Aid of \$1,500,000 was approved for FY17 for refurbishment of Bethesda (\$500,000), Quince Orchard (\$500,000), and White Oak (\$500,000) branches. Justification moved \$500,000 in GO Bonds from FY22 to FY17.

The Facilities Plan 2013-2016 calls for a programmatic evaluation of each branch on a three year cycle with the work to be completed by the fifth year. Many of the Libraries have not been updated for 20 years. This refurbishment of branches will ensure that the County's capital investments are protected by maintaining the Library Department's building infrastructure, that all new and required construction codes are addressed and implemented, that critical equipment and building systems are overhauled or replaced prior to failure, and that reorganization of internal space is completed to insure that space is fully utilized based on the community's needs for programs and services. Rather than totally renovating two existing libraries under the old approach, this new approach will complete refurbishment of 17 libraries during the six year CIP period.

## Fiscal Note

FY15 Supplemental in State Aid for \$387,000 was approved for this project for the refurbishment of Twinbrook (\$128,000) and Kensington Park (\$259,000) branches. FY16 Supplemental in State Aid for \$800,000 was approved for this project for the refurbishment of Davis (\$400,000) and Little Falls (\$400,000) branches.

## Disclosures

## Library Refurbishment Level of Effort (P711502)

Expenditures will continue indefinitely.

The Executive asserts that this project conforms to the requirements of relevant local plans, as required by the Maryland Economic Growth, Resource Protection and Planning Act.

### **Coordination**

Department of General Services, Department of Public Libraries, Maryland State Department of Education